## **Educational Leadership Measurement Tools Workgroup**

**Educator Effectiveness Project** 

## **MINUTES**

October 13, 2011: Meeting #1

Present: Kim Baker, Betty Barnum, Jane Ann Bitton, Jay Blain, Scott Bushnell, Suzanne Cottrell, Brian Dawes, Stephen Dimond, Lee Gagon, Patrick Garcia, Barry Graff, Steve Laing, Morgan Murdock, Kerrie Naylor, Greg Profitt, Mike Smith

Excused: Dixie Allen, Ann Anderson, Sol V. Garcia, Bob Gentry, Richard Holmes, Andrea Rorror, Jeannie Rowland

1. Welcome and Introductions

Kerrie Naylor

- Roll, travel vouchers, notebooks, etc.
- Review Agenda

Workgroup members were welcomed and introduced themselves describing something they remembered about being observed or observing for an evaluation. Kerrie introduced Suzanne Cottrell who is co-chairing the workgroup. The agenda for the day was reviewed.

2. Purpose for Workgroup

Kerrie

- Workgroup Charges
- History, Big Picture and Board Policies R277-530 and R277-531
- Evaluation Survey Information

A PowerPoint presentation was used to describe the workgroup charges, history, and recently approved Board Rules R277-530 and R277-531. Additional information gathered from an evaluation survey conducted by UEN last April was also shared with the group. The <a href="PowerPoint">PowerPoint</a> is attached to the minutes and included online at website <a href="www.schools.utah.gov/cert/">www.schools.utah.gov/cert/</a>

3. Educational Leadership Standards and Rubric Activity

Suzanne Cottrell

Jigsaw

Suzanne led an activity requiring the workgroup members to learn and discuss the Educational Leadership Standards 1-6 and the accompanying Rubric describing Effective and Highly Effective behaviors and actions. Teams then jig sawed into two teams to describe 1) the main points of the standards, indicators and rubrics, and 2) how we might make measurement tools that help leaders move to effective/highly effective?

## The accompanying notes were taken from the discussion.

4. Guiding Questions Activity

Kerrie

- Why evaluate/ why do observations?
- Why do principals observe teachers? How do we assess administrators on their ability to supervise teachers to increase student learning? What would be evidence of principal effectiveness? What can be observed?

After lunch, Kerrie asked the group to move into four groups of three members each to discuss the guiding questions on the ppt. The attached information represents the brainstormed responses from the groups.

5. Current Reality/Future Vision for Evaluating Leaders

Suzanne

The next activity asked the group to take all of the information they have accumulated through the day and discuss the current reality for evaluating educational leaders as they know it. The group now moved to a discussion of "what is currently out there" in our state and in the nation for evaluating administrators.

It was decided to wait until next meeting to begin to formulate what our vision for the future of educational leadership evaluation may include.

6. Tips and Cautions: Guiding Principles for our Work

Kerrie

Kerrie referred the group to the handout in their binders on Tips and Cautions for developing evaluation measures for educational leaders. <u>She asked the group to read this for the next meeting.</u>

- 7. What's next?
  - Article: Assessing the Effectiveness of School Leaders: New Directions and New Processes
  - Evaluation Systems in Districts in the State and in the Nation
  - Vendors and Consultants

It was also decided to have the group read the article listed above for next meeting. Kerrie and Suzanne will explore inviting national vendors, bring state examples and samples, and decide what districts we may want to look at in future meetings.

8. Closing Comments and Wrap-up

Suzanne

The circle was closed with members saying one word about how they are feeling after today. Most members were feeling optimistic and hopeful about the work.

- 9. Next Meeting: <u>Nov. 17, 9-3:00, Jordan School District Auxiliary Services Building</u>

  Address: 7800 South and Redwood Road, Southeast corner. A map will be sent with the minutes.
  - 10. Other Meeting Times:
    - Dec. 9: 9-3:00, Jordan School District ASB, Professional Development Center D
    - Jan. 12: 9-3:00, Utah Law and Justice Center
    - Jan. 26: 9-3:00, Utah Law and Justice Center
    - Feb. 9: 9-3:00, Jordan School District ASB, Professional Development Center D

Lunch will be provided at noon. Thank you for your participation. Minutes will be sent electronically.